

FLORENCE TOWNSHIP COUNCIL EXECUTIVE SESSION

August 13, 2003

8:00 PM

CALL TO ORDER

Council President Hofflinger called the meeting to order.

SUNSHINE STATEMENT

The Township Clerk read the Opening Statement: Notice of this meeting has been given in accordance with the Open Public Meetings Act. Notice was published in the Burlington County Times on January 5, 2003; given to the Register News for information; posted on the municipal bulletin board.

ROLL CALL

Present: Frank Baldorossi, John Fratinardo, Jerry Sandusky, John Hofflinger

Also Present: Mayor Michael Muchowski; Richard A. Brook, Township Administrator; Thomas Sahol, Assistant Municipal Administrator; Dante Guzzi, Township Engineer; Russell Trice, Township Water and Sewer Engineer; William John Kearns, Jr., Township Solicitor; Jack Maley, Auditor; Joy Weiler, Township Clerk

PUBLIC COMMENT

Nothing at this time.

All residents having an opportunity to be heard, MOTION by Sandusky; seconded by Fratinardo to close the public portion of the meeting. All ayes - motion carried.

AUDIT REPORT: JOHN J. MALEY

The Township Auditor reviewed the 2002 Audit. He discussed the following:

- Assets of General Funds
- Liabilities of General Funds
- Fund Balance
- Revenues for the year
- Expenditures for the year
- Surplus
- Added Assessments
- Trust Fund
- General Capital Debt
- Water & Sewer Fund Balance
- Water & Sewer Revenues and Expenditures

Mr. Maley discussed his findings and recommendations. Council will need to approve a Resolution to be filed with the DCA indicating that they are familiar with the findings and recommendations. A corrective action plan will need to be prepared for these items, which Council will adopt by Resolution and file with DCA. None of the items are of a large concern to Mr. Maley. He stated that the day-to-day operations of the Township work well and the Township has good employees.

Florence Township Council Executive Session: 08/13/03

Mayor Muchowski questioned recurring recommendations over prior years that were not addressed this year. He asked if the corrective action plan that was implemented worked? Mr. Maley stated that the corrective action plan worked and there were no carry over recommendations.

Council President Hofflinger thanked Mr. Maley for a fine job.

EPA

Administrator Brook introduced Tamara Rossi, EPA representative. He explained that Ms. Rossi and the other representatives of EPA were here this evening to give an overview of what has been taking place on the Roebling site, answer questions and discuss the MOA (Memorandum of Agreement). He explained the MOA is an agreement between the Township, EPA, SHPO and some other parties. Ms. Rossi will give an overview of the MOA.

Ms. Rossi introduced Jeff Josephson, Team Leader for the New Jersey Remediation Branch, John Vetter and Lorne LaMonica, Strategic Planning and Multi Media Progress Branch.

Ms. Rossi explained that at the present time there is \$1.4 million available and in September they will know what additional funding is available. The work will need to be prioritized and will begin in the fall. The work would include demolition, dealing with areas of contamination and oil lines that were remediated.

Ms. Rossi explained that there are three phases of work going on. The exterior restoration, the interior and remediating the soils in the lease parcel. The exterior work has been delayed several months but they plan to negotiate with their contractor within a month. A campus plan for the interior has been completed that shows the functions of the rooms. The goal is to have the work completed by the spring of 2005. She provided Administrator Brook with a copy of the plan.

Ms. Rossi stated that they are moving ahead with the Record of Decision for the last operable unit of the site, which deals with soil and ground water. The Remedy for the slag area will be amended. This will be done in one document. A public comment meeting will be held August 28th. They would like to have the Record of Decision signed by the end of this fiscal year. Ms. Rossi stated that developers like to see a signed Remedy, which shows what the EPA requires for the property.

Mayor Muchowski asked if there was any flexibility in the document if a developer has an alternative method that would provide the same goal as EPA's remedy. EPA's representative stated that it is a final remedy. He explained that the remedy requires putting a two-foot protective layer of soil over the contaminated sediment. Mayor Muchowski discussed different remedies and uses that have been discussed in the past. Ms. Rossi stated that the preferred remedy is soil capping or asphalt, depending on the future use. EPA is not dictating the use but does not recommend a development of single-family homes. The contaminated soil is not an issue with a commercial development as long as it is capped.

Mayor Muchowski questioned demolition of buildings opposed to decontamination. Ms. Rossi stated that nothing would be demolished or decontaminated before a list is provided in November.

Florence Township Council Executive Session: 08/13/03

Council Member Sandusky asked if there was any money available to clean up inside the fence area on Riverside Avenue and Second Avenue? He also asked if a flag could be installed on the flagpole near the museum area? He feels that these minor things will encourage the residents. Administrator Brook stated that EPA does intend to spray the poison that is growing along Hornberger Avenue, Riverside Avenue and Tenth Avenue. He explained that the Second Avenue residents do not want the growth touched.

Administrator Brook discussed the MOA, which was approved in April of 2002 (Resolution No. 2002-79). Shortly after the Resolution was approved the language involving SHPO had been changed, which binds EPA to be more diligent on the site. He explained that the approval has been given and it is ready to be signed, but asked if there were any questions. An EPA representative gave an overview of the MOA.

Council Member Fratinardo asked if the money was in place for the restoration of the Main Gate House? Ms. Rossi stated that the money is in place for the building but not the soil. He asked if there was a requirement that the federal government provide funding for the soil? Ms. Rossi stated that EPA is committed to funding the remediation of the soil in order for the Museum to be used.

Mayor Muchowski asked what SHPO required for the buildings, outside of the Museum area, that had oils under them? Ms. Rossi stated that those buildings were deemed to be reusable and were locked into categories. Depending on the reuse, the category could change. Administrator Brook stated that SHPO is concerned with the buildings that are being demolished. Mayor Muchowski does not want to sign a document that creates a hurdle in the flexibility of the redevelopment plan. Ms. Rossi feels that the Township is well covered.

Mayor Muchowski asked if the EPA can give an update of what has occurred over the past couple of years at the public meeting on August 28th. EPA is willing.

Mayor and Council thanked the EPA representatives for coming this evening.

JOHN PURAKOVICS, SUPERINTENDENT – PUBLIC WORKS: EQUIPMENT NEEDS

Roll Off

Mr. Purakovics discussed the need to replace the Roll Off Dumpster. The current roll off was converted from a 1985 trash truck in 1997. Because of the age and use of the truck, the parts are very difficult to obtain. The roll off truck is used 2 – 3 days a week, up to 5 times a day. One problem is that the truck has to travel directly into the landfill and go up high, which puts a lot a burden on the truck.

Mr. Purakovics explained that the truck is an integral part of the department and has saved the township money. Before they owned the truck, they paid a sub contractor \$150 for each container that was taken out.

John Herbert, Public Works employee, discussed the mechanical problems with the truck such as overheating, especially on hot days or when waiting in line at the landfill. Various fluids need to be replaced quite often. He explained that the truck is used to haul out water and sewer sludge dumpsters, wood, grass, concrete, leaves and any other aspect of recycling.

Florence Township Council Executive Session: 08/13/03

After doing some preliminary research, Mr. Purakovics stated that it would cost between \$95,000 and \$100,000 for a new chassis, an additional \$10,000 to remove the hydraulic lift off the present truck and reinstall on the new chassis. They would utilize their present dumpsters. Mayor Muchowski stated that an overhead analysis between the cost of using a subcontractor versus purchasing a new vehicle should be completed.

After a brief discussion regarding purchasing new hydraulics or using the existing ones, trading in the roll off or using it for other purposes, Administrator Brook stated that a financial scenario will be provided to Mayor and Council.

Front-End Loader

Mr. Purakovics discussed the need for a new front-end loader to supplement an existing backhoe, which is heavily used and has 8,180 hours on it. It has many uses such as road patching and loading the dumpsters in the Recycle Center. The joints on the tractor have become elongated and worn out. He explained that the existing backhoe only has a ¾ bucket on it and cannot handle picking up the concrete and tree trunks that have been coming into the Recycle Center. He has been looking into an articulated loader, which would have the strength to pick up the concrete and tree trunks and load the dumpsters. It has a 3-yard bucket on it and is made to swivel 180° without turning the whole machine. It would cut the time it takes to dump the bins.

Discussion followed regarding the large amount of recycling that has been dropped off at the Recycle Center lately. The volume is due to normal residential recycling. Standards may need to be set for the size of concrete that will be accepted. The operating hours of the Recycle Center were discussed. Council Member Sandusky would like to see the hours extended.

Mr. Purakovics explained that, if purchased, the new front-end loader would be used for the big jobs and the Recycle Center. The current one would be used for various smaller jobs throughout the Township. The loader could also be utilized as an emergency piece of equipment such as snow removal. A new loader will cost approximately \$90,000 to \$100,000.

A brief discussion regarding the lawn maintenance equipment took place.

In response to Mayor Muchowski's question, Mr. Purakovics stated that they need both pieces of equipment but the roll off is the highest priority.

Council President Hofflinger and Council Member Sandusky commended the Public Works Department for the excellent work they've done throughout the Township.

Mayor Muchowski stated that since the mechanic retired, manpower needs to be discussed at a future date.

TOWNSHIP WATER AND SEWER ENGINEER

Odd & Even Watering

Russell Trice, Township Water and Sewer Engineer, discussed the advantages if the Township were to go with an odd/even water restriction schedule. It would reduce the peak demands of the water system, especially during the summer months, and would slightly reduce overall demand on the system throughout the year. With the current situation it will not help the allocation but in

Florence Township Council Executive Session: 08/13/03

the future it will reduce the amount of water that is drawn out of the ground. The State will not take into account future reduction in water use; they want to see the reduction. Mr. Trice explained that other municipalities have prohibited the installation of sprinkler systems at any commercial or industrial facility.

Council President Hofflinger asked if there would be any impact on the revenue? Mr. Trice does not believe that it would have any material impact on the revenue.

Administrator Brook explained that this option was brought to Mayor and Council's attention to think about for the future. It is too late to implement this year.

Wastewater Management Plan

Mr. Trice updated Mayor and Council on the Wastewater Management Plan. He stated that one concern is the school property and the other concern is the back of the lots on Route 130 that are being expanded into the Wastewater Management Plan service area, since a portion is wetlands and DEP does not want the Township to include wetlands in the expansion of the Wastewater Management Plan.

Mr. Trice reviewed the original plan that shows the line very close to the property lines and showed where the line is being moved to exclude the wetland areas, which he believes will satisfy DEP. He stated that moving the line does not reduce the usable acreage on those lots to any great extent.

Mr. Trice stated that DEP has asked that the Township delineate the wetlands, but does not believe that it is the Township's responsibility to delineate private property. He stated that would be a developer's responsibility. Administrator Brook explained that it would cost significant public money to delineate wetlands on private property. Mr. Trice explained that if a developer comes in and pays to have the property delineated and finds that it is not wetlands, the developer would pay for the revisions to the Wastewater Management Plan. Administrator Brook suggested that each property owner be contacted to see if they have had a recent delineation done.

Administrator Brook discussed DEP's concern with the school's property. A conceptual plan of the new school was supplied to DEP and they do not feel that the whole site needs to be sewered when less than 1/3 of the site will be used for buildings. Mr. Trice stated that DEP has said that they would approve a satellite area for restrooms at the recreation fields. Administrator Brook will approach the School Board with DEP's concerns and ask for a written response for Mayor and Council to discuss.

Review Bids: Well #2 Redevelopment

Mr. Trice reviewed the bids received for Well #2 Redevelopment and recommended the lowest bid from A. C. Schultes, of Woodbury Heights, NJ. Mr. Trice gave an overview of the process. A resolution will be approved at next week's meeting awarding the contract to A. C. Schultes Incorporated.

TOWNSHIP ENGINEER

Review Bid: Public Works Complex

Dan Guzzi, Township Engineer, reviewed the bids received for the new public works building and alternatives for the existing public works building. Council will need to decide what to do with the existing facility, but not right away. Two bids were received. Mr. Guzzi explained that the lack of response is due to the contractors that picked up bid packets being busy with school construction when bids were being accepted.

Funding was discussed. Administrator Brook suggested that Council select the base bid with the alternate that includes two additional bays. He also reviewed some extras such as a fire alarm system, a lift and fencing, which will be done in house. Administrator Brook will outline funding at next week's meeting.

Mayor and Council agree to include the alternate with the base bid.

Mr. Guzzi advised Mayor and Council that the contract must be awarded by the September 3rd meeting. Administrator Brook will have a tentative Resolution ready for next week's meeting.

Buc's Property

Mr. Guzzi reviewed the paperwork from DEP concerning contamination on Buc's property on Hornberger Avenue. He stated that there are a number of tanks on the site and two areas on the site that are outstanding in respect to ground contamination. These areas would need to be remediated. He did not find where any ground water testing was done. He recommends that ground water testing be done before the Township were to move forward with the property. Funding for ground water testing was discussed. Mr. Guzzi reviewed the estimated cost. He explained the procedure that DEP will require for the property.

Parrish Lane

Mr. Guzzi stated that the contractor will be in to address the outstanding issues and repave the end of Parrish Lane. The work will be completed next week. Flooding at the end of Parrish Lane was discussed. Mr. Guzzi stated that the flooding will be alleviated.

Main Street

Mr. Guzzi stated that the contractor for Main Street will be in the end of next week and the beginning of the following week to complete the punchlist items.

Council Member Sandusky questioned the status of a claim that was filed by a Main Street business owner whose window was hit by a stone during the road construction. Mr. Guzzi stated that the claim was turned over to the contractor.

Library Lot

Mr. Guzzi stated that the striping in the library parking lot was done. Some concerns that the stripes are too light were discussed. Administrator Brook stated that they could go over the lines a second time to darken them. The quality of the equipment used to do the striping was discussed.

Florence Township Council Executive Session: 08/13/03

Bordentown Township Community Center Architect

Mr. Guzzi and Assistant Administrator Sahol met with the architect for Bordentown Township's Community Center. Mr. Guzzi stated that the architect will be sending a proposal. After meeting with this architect, Assistant Administrator Sahol feels that the Township should work with an architect of the Township's choice.

Florence Meadows Storm Sewer

Administrator Brook discussed the condition of one of the sections of storm sewer. After having the pipes televised it was found that some of the joints are giving way and need to be replaced. Administrator Brook feels that it would be best to declare it an emergency and receive quotes opposed to going out to bid. Mr. Guzzi will try to have numbers for next week's meeting.

ASSISTANT MUNICIPAL ADMINISTRATOR

Potts Mill Road Sewer

Assistant Administrator Sahol has nothing new to report from the residents. He reviewed the information to date. The project cost is \$91,000 with the Township recouping 60% to 70% over time after the assessment. Out of the six residents, one resident does not want sewer. Council would like a written commitment from each interested resident before proceeding. The assessment procedure was discussed. Mayor Muchowski asked Assistant Administrator Sahol to provide an exact cost for this project at next week's meeting.

Livable Community Grant

Assistant Administrator Sahol stated that this grant application is due August 29th. Since the grant is geared towards infrastructure improvement, he suggests replacing the play structure and expanding parking at Marter Park. Another suggestion is replacing the tennis courts at Wilkie Park. Assistant Administrator Sahol stated that the grant amount may cover either the parking lot and the play structure or the tennis courts and the play structure. Council in agreement to apply for the parking lot and play structure at Marter Park. A Resolution will be approved at next week's meeting.

2003/2004 CDBG Projects

Assistant Administrator Sahol received the approval from the County allowing the Township to move forward. He now needs to know where Mayor and Council would like the play structure located. A decision will be made next week.

Assistant Administrator Sahol reported that the cost for the work to be done is \$124,600 with a grant amount of \$74,000. The Township could fund the balance or something could be cut. He reviewed the priority streets. Assistant Administrator Sahol was advised to stay close to the grant amount.

2004 Local Domestic Preparedness Grant

Assistant Administrator Sahol met with the Police Department, Fire Department and the EMS, which are the only agencies able to submit an application. The agencies all agree that traffic control equipment is needed. He discussed a 8' x 12' response trailer to house and transport the equipment that all three agencies could utilize, as well as the Public Works Department and Water & Sewer Department. The Police Department has also requested some personal protective equipment for the officers. The Fire Department requested 2 mobile radios and 2 vehicle radios. EMS requested personal protective equipment and decontamination equipment. Council in

Florence Township Council Executive Session: 08/13/03

agreement to approve Resolution at next week's meeting authorizing Assistant Administrator Sahol to file the grant application.

Truck Routes State/County Approval

Assistant Administrator Sahol spoke with Marty Livingston, County Engineer, and he feels confident that the Burlington County Freeholders will approve the Township's changes to the truck route. The only change that they need to concur with is Cedar Lane. The County will install the necessary signage and maintain. Council in agreement to approve Ordinance at next week's meeting.

Off Season Facility Request

Assistant Administrator Sahol advised Mayor and Council that they have received the first off season facility request. There are no conflicts with the league and the Recreation Director is handling the request.

Volunteers Park

Assistant Administrator Sahol asked for approval for the Fire Department to install low voltage lighting in and around the monument and the walkway at Volunteers Park. There will be no cost to the community. All work will be inspected and up to code.

TOWNSHIP SOLICITOR

Solicitation Ordinance

After reviewing the Township's Solicitation Ordinance, Solicitor Kearns stated that due to recent litigation it needs to be revised and updated. He is working on the revision and will provide Council with a draft when it is ready.

YARD SALES: MORE THAN ONE IF MOVING

Joy Weiler, Township Clerk, explained that yard sales are limited to one every six months, plus one free yard sale day every six months. There have been some requests from residents that are moving to hold more than one. Council in agreement to allow yard sales on two consecutive Saturdays if the resident is moving.

FREE YARD SALE DATE

Council in agreement to set the Free Yard Sale Day for September 20th, with a rain date of September 27th.

HANDICAPPED PARKING: BOYD'S PHARMACY

Boyd's Pharmacy is requesting two handicapped parking spaces on Broad Street, one at the corner of Third Street, the other at the corner of Fourth Street. Administrator Brook will look into the legal requirements and report back.

BCCAP HANDICAPPED PARKING SPACE REQUEST

BCCAP is requesting a handicapped parking space. Due to the fact that they have their own parking lot, Council is denying the request for a handicapped parking space on the street.

BURLINGTON CO. FARMLAND PRESERVATION: EASEMENT APPLICATION

A Resolution will be approved at next week's meeting.

Florence Township Council Executive Session: 08/13/03

ROEBLING BANK'S REQUEST: VACATE ALLEY & TILTON LANE

Assistant Administrator Sahol reported that there is a sewer line and possibly a water line in the area. Discussion followed regarding negotiating with the bank that if access to either line is needed the bank would be responsible for the cost. Assistant Administrator Sahol stated that if the Township vacates, they would have to maintain easement. Assistant Administrator Sahol will research further and report back.

SUTTON HEIGHTS: STREET NAME

The engineer for Sutton Heights is asking to name the new street Sutton Court. Since the name is not on the approved list of street names, Council is denying request.

NJ TURNPIKE

Council President Hofflinger witnessed a Garelick Farms truck exit the Turnpike and drive over the island to get to the other side of Route 130. Assistant Administrator Sahol has also witnessed this and will notify Garelick Farms.

ADJOURNMENT

11:50 PM Motion made by Fratinardo; seconded by Sandusky to adjourn meeting. Roll call vote – all ayes.

Respectfully submitted,

JOY M. WEILER
Township Clerk

/mab